**ORDINANCE**—**BACHELOR OF SCIENCE (MULTIMEDIA/GRAPHICS & ANIMATION) EXAMINATION *(Semester System)***

1.1 The duration of the course of instruction for award of Bachelor of Science (Multimedia/Graphics & Animation) Degree shall be three academic years, comprising of Six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto securing not less than 50% marks in the aggregate (Minimum Pass marks for SC/ST candidates) with English as one of the subjects shall be eligible to seek admission in the First Semester of the relevant Course.

4. A candidate who has passed the B.Sc. (Multimedia/Graphics & Animation) Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the relevant course. This is, however, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

 **For Theory Papers**

(i) Two class tests (one best out of two) : 10 marks

(ii) Two handwritten Assignments : 5 marks

 (1st assignment after one month and

 2nd assignment after two month

(iii) Attendance : 5 marks

**For Practicals**

 There are two modes of Practical/Projects examination- one having 80 marks and the second having 30 marks. The Distribution of practical with 80 marks shall be as follows:

 Practical work during classes project : 40 marks

 Assignment given by the External Examiner : 20 marks

 Viva-voce : 20 marks

 **Marks for Attendance will be given as under:**

(1) 91% onwards : 5 Marks

(2) 81% to 90% : 4 Marks

 (3) 75% to 80% : 3 Marks

 (4) 70% to 74% : 2 Marks\*

 (5) 65% to 69% : 1 Mark\*

 \*For students engaged in co-curricular activities of the Institute only/authenticated medical grounds duly approved by the concerned Director.

6.1 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Director of the Institute/Principal of the College concerned, shall be forwarded to the Examinations Branch invariably within 20 days after the completion of the relevant semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned.The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.2 The Director of the Institute/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to sixmonths from the date of declaration of the Semester result.

7. The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who:

1. has passed the requisite qualifying examination as laid down in clause 3 if he/she is a candidate for First Semester examination; or is covered under clause 4 or 8 if he/she is a candidate for Second/Third/Fourth/Fifth/Sixth Semester examination.

(b) has remained on the rolls of the Institute/College during one Semester preceding the examination; and

1. has his/her Examination form submitted to the Examinations Branch through the Director of the Institute/Principal of the College concerned and produces the following certificates:
2. of good character;

(ii) of having attended not less than 75% of lectures delivered in each theory as well as practical paper in each Semester (the course to be counted up to the day before the commencement of the examination).

 Provided that a candidate who has not attended the requisite percentage of lectures will be detained by the Institute/College to take the examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

7.1 The Director of the Institute/Principal of the College shall have authority to condone deficiency upto 15% of the total number of lectures/practical/tutorials, held in each paper/practical/tutorial.

 These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/ Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8. If a candidate has, after attending the course of studies in the Institute/College and being eligible, either not appeared or failed in one or more subjects for that examination, S/he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the Institute/college. Such a candidate may in the meantime, pursue his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Director of the Institute/Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.1 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his/her admission to the course, shall be required to repeat the course *de novo.*

9. The Topic and Supervisor of the Project Report, where prescribed, shall be approved by the Director of the Institute/Principal of the College concerned. The student shall be required to submit two copies of his/her Project Report 20 days prior to the Theory examination of the concerned Semester. Extension in date for submission of Project Report will be admissible as provided in the Ordinance-I-‘General Rules for Examination’.

 The Project Report shall be evaluated by the External Examiner as per University Guidelines. The marks obtained by the candidate in Project Report shall be taken into account. when he/she re-appears in any future examination under Re-appear Clause.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

 A candidate, who re-appears in one or more paper(s)/Semester(s) shall pay fee as for the whole examination. A candidate who appears in the supplementary examination shall not be eligible for Scholarship, a Prize or a Medal.

11. The medium of instruction and examination shall be English/Hindi.

12. The minimum number of marks required to pass the examination in each Semester shall be as under:

 (i) 40% in each theory paper;

(ii) 40% in each practical examination or Project Report/Training Report, where prescribed; and

 (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

 12.1While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks including internal assessment as indicated in (i), (ii) and (iii) above.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates of Sixth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

 (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with ‘Distinction’.

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| (b) 60% or more marks | ….First Division. |
| (c) 50% or more but less than 60% marks | ….Second Division. |
| (d) Below 50% marks | …..Third Division. |

15. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.Sc. (Multimedia/Graphics & Animation) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

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